

Bylaws of the NAWMP Science Support Team

Adopted August 22, 2006

ARTICLE I - NAME

The name of the organization shall be the North American Waterfowl Management Plan (NAWMP) Science Support Team (hereafter NSST).

ARTICLE II – PURPOSE

The NSST shall be constituted for the following purposes:

NAWMP Science Support Team Mission -

To help strengthen the biological foundations of the North American Waterfowl Management Plan and facilitate continuous improvement of Plan conservation programs.

Specific Objectives -

- To foster continuous improvement in the effectiveness of NAWMP actions through the establishment of iterative cycles of planning, implementing and evaluating conservation programs at both the continental and joint venture levels.
- To conduct large-scale studies of landscape variation and waterfowl demography.
- To report annually to the NAWMP Committee and the Plan partners generally on the status of the biological foundations of the Plan, evaluation results and implications for future conservation activities.

Roles of the NAWMP Science Support Team -

- 1) Provide technical input and recommendations to the NAWMP Committee on NAWMP implementation.
- 2) Facilitate the identification of methods for biological planning and for evaluating Plan performance at continental and regional scales.
- 3) Act as a forum for discussions and integration of biological planning and evaluation at multiple scales.
- 4) Facilitate technical information exchange and reporting among joint ventures and the NAWMP Committee.

- 5) Help identify and communicate data, monitoring, assessment, and research needs to USGS-BRD, academia, FWS, and other Plan partners.
- 6) Facilitate technical integration with the Flyway system and other bird initiatives on issues of common interest.

ARTICLE III - MEMBERSHIP

Membership in the NSST shall consist of three national representatives, one from each country (US, Canada and Mexico), appointed by the Plan Committee Co-Chairs and one technical representative from each of the JVs and Flyway Councils, and representatives from working groups or subcommittees of the NSST. Ad-hoc members may also be appointed by the Chair of the NSST. Membership is considered open to all who wish to provide constructive assistance in developing and addressing NSST business.

ARTICLE IV - OFFICERS AND TERMS

- A. Officers shall consist of a NAWMP Coordinator, Past-Chair, Chair, Vice-Chair, and an Assistant Vice-Chair (Executive Committee).
- B. The NAWMP Coordinator serves in an ongoing capacity and assumes the role of Recording Secretary. Other officers shall serve terms based on a regular scheduled rotation. The term of office for NSST officers, excluding the NAWMP Coordinator, and their appointees shall be for one year commencing on October 1. Incumbent NSST officers may serve only one term within a five-year interval commencing on their first day in office. The Executive Committee shall develop a rotational list of appointees as an incoming Assistant Vice-Chair. An annual rotation of officers to the next highest level on the Executive Committee will ensue as follows:

Assistant Vice-Chair → Vice-Chair → Chair → Past-Chair

ARTICLE V – DUTIES OF OFFICERS AND OTHER POSITIONS

- A. The NAWMP Coordinator serves as the NSST's primary representative to the Plan Committee and all other bodies (i.e., Joint Ventures, Flyway Technical Committees, AHM Working Group). The NAWMP Coordinator's communication responsibilities include two way communication exchanges between the Plan Committee and the NSST, and other bodies and the NSST. The NAWMP Coordinator shall schedule all meeting dates with input from among the NSST membership, and provide the NSST with approved meeting agendas **at least 10 days prior** to a scheduled meeting to allow for adjustments, additions and deletions. The NAWMP Coordinator shall serve as a Recording Secretary and will assure that all official actions taken at each NSST meeting are recorded and distributed within meeting minutes to the membership, once approved by the Executive Committee. Meeting minutes shall be distributed in a timely manner (**within 30 days** of the date a meeting adjourns). The NAWMP Coordinator shall maintain the membership rolls and maintain and serve as custodian of NSST records.

- B. The Chair shall serve as the primary point of contact in all communications with the NAWMP Coordinator. The Chair's communication responsibilities shall include exchanges between the NSST and the NAWMP Coordinator, and other bodies and the NSST, through the NAWMP Coordinator. NSST Ad-hoc members may be appointed by the Chair. The NSST Chair is authorized to charge meeting registration fees (see Article XI – Dues).
- C. The Executive Committee shall appoint members to standing and ad-hoc committees and others as needed to fully conduct the business of the NSST, set reasonable schedules of required feedback from such committees, review and approve meeting minutes before final distribution to the NSST, and otherwise oversee the activities of the NSST.
- D. The Vice-Chair shall automatically succeed to the position of Chair in the event that the Chair cannot serve at a particular meeting.
- E. The Assistant Vice-Chair shall serve as a substitute in the event both the Chair or Vice-Chair are not in attendance. If none of these officers are present, the NAWMP Coordinator shall serve as a substitute.
- F. A Past-Chair shall serve in a supporting role to assist the Executive Committee in conducting NSST business as needed.
- G. NSST members shall serve through regular participation and voting at meetings and through service on ad hoc committees. NSST members are expected to participate fully and engage fully. NSST members shall report NSST business, reports and decisions back to their primary entities on an appropriate regular schedule.

ARTICLE VI – NSST Representatives

Each JV or Flyway representative automatically assumes an automatic, ongoing role as NSST representative and consultant to their respective JV or Flyway. The term of each representative in this capacity shall be maintained for the entire period such representative is a member of the NSST. NSST representatives are encouraged to air issues and concerns from their respective JVs and Flyway bodies at NSST meetings. Ongoing representation status is viewed as fostering continuity in representation and consultation regarding NSST business and decisions. Proxies may be assigned by an entity's representatives to attend as a substitute for an NSST member, but without voting privileges.

ARTICLE VII – CONDUCT OF MEETINGS

Meetings shall be held at least annually and the NSST shall seek opportunities to coincide with the Plan Committee meetings. Meetings shall be conducted in a manner to allow a free flow of discussions, opinions, ideas and concepts and the Chair shall intervene to restore order only as necessary.

Notice of any and all meetings will be provided to the full NSST membership and to the Plan Committee **at least 45 days** prior to the date of a scheduled meeting. The Executive Committee may, by consensus, cancel or re-schedule meetings when circumstances warrant with notification

to the NSST and Plan Committee **at least 15 days** before any cancellation and re-scheduling. NSST operation will be by consensus and use electronic fora whenever possible. Within reason, meetings shall be scheduled so as to accommodate the attendance of the greatest number of NSST members as set by the NAWMP Coordinator.

NAWMP JV coordinators, Flyway technical representatives and Plan committee members are welcome to attend and interact. The NSST shall acknowledge the national NAWMP co-chairs as points of contact for executive actions between NAWMP meetings. In the makeup of the NSST, the USFWS, CWS, and SEMARNAT shall be represented. Involvement, formal or otherwise, from the national NAWMP offices, and the national migratory bird management offices are encouraged.

ARTICLE VIII - RECOMMENDATIONS

Recommendations made to any and all bodies outside of the NSST (i.e., Plan Committee, JVs, Flyway Councils) may be proposed by any and all NSST voting members for consideration by the full NSST. A copy of each recommendation to be presented for consideration and action outside of the NSST shall be provided to each NSST member for review and comment. We will strive to provide recommendations for review **at least 10 days prior** to any action. Recommendations shall be approved by a majority vote of NSST members at an official meeting. A quorum must be met to constitute an official meeting.

ARTICLE IX - QUORUM

A quorum at any meeting shall consist of greater than 50% representation of NSST voting members.

ARTICLE X –COMMITTEES

Committees shall serve to address duties and technical assignments sanctioned by the Chair in conducting NSST business. Committees shall report to all voting NSST members and the Executive Committee on appropriate schedules as prescribed by the Executive Committee. Existing and proposed committees are listed below:

Existing Committees:

Executive Committee – This committee shall consist of the NAWMP Coordinator, Past-Chair, Chair, Vice–Chair and the Assistant Vice-Chair. The Executive Committee shall have general supervision of the affairs of the NSST between its business meetings, make recommendations to the NSST as necessary and shall perform such other duties as may be specified in these Bylaws. The Executive Committee shall be subject to the orders of the NSST and none of its acts shall conflict with action taken by the NSST. Furthermore, the Executive Committee shall seek input from all voting NSST representatives prior to acting on behalf of the NSST when the topic is deemed important enough and time allows. Special meetings of the Executive Committee may be called by the NAWMP Coordinator or Chair as necessary.

Pintail Action Group - The Pintail Action Group is a cooperative group of public and private interests dedicated to the conservation of the Northern Pintail. It includes members from Ducks Unlimited Canada and Mexico, Ducks Unlimited, the U.S. Fish and Wildlife Service, U.S.

Geological Survey, Canadian Wildlife Service, California Waterfowl Association, California Fish and Game, Texas Parks and Wildlife, and several universities. Endorsed by the Plan Committee, the group operates under and reports to the NSST. This group works toward identifying and addressing research needs and working with landowners to rehabilitate and preserve pintail habitat.

The Mission of the Pintail Action Group is:

“To plan, advocate and coordinate northern pintail management and research actions among the NAWMP Joint Ventures”.

The Objectives of the Pintail Action Group are to:

1. Identify unaddressed conservation actions, and the research, monitoring, and assessments required to evaluate performance of these programs.
2. Serve as a forum for the exchange of technical information about pintail biology, and conservation.
3. Synthesize new information, and facilitate directed retrospective analyses of existing data.
4. Develop and promote a science, and communication plan for pintail recovery.
5. Help increase funding for the needed work.
6. Report progress annually to NSST and the Plan Committee.
7. Aid the NSST in developing general approaches for planning, monitoring, and assessment of pintail management issues at multiple spatial scales.

The Executive Committee may, by consensus, appoint ***ad hoc committees*** as required to properly conduct the business of the NSST.

ARTICLE XI - DUES

The NSST Chair is authorized to charge meeting registration fees as needed to allow essential meeting expenses. Receipts will be provided to NSST voting members for reimbursement.

ARTICLE XII - AMENDMENTS

Amendments to the Bylaws shall be approved by a majority vote of NSST members present at a meeting at which a quorum has been met, provided that notice of the proposed change(s) be given to all NSST voting members for review and comment **not less than 10 days prior** to the meeting at which a vote for change(s) takes place.